



CMDP II ANNOUNCEMENT **Fiscal Year 2004**

**Multi-Skilled
Mobile
Prepared**

Announcement No.: CMDP II-04
Opening Date: 1 October 2003
Closing Date: 14 November 2003

POSITION:

NAVSUP Corporate Management Development
Program (CMDP II)
GS-13, GS-14

ORGANIZATION LOCATION:

Naval Supply Systems Command
Headquarters and Field Activities

AREA OF CONSIDERATION:

Naval Supply Systems Command
Employees (except non-appropriated funded)

PREREQUISITES:

None. Previous membership in
CMDP I is not required.

I. PROGRAM DESCRIPTION:

As part of NAVSUP's career development program, a group of employees who have demonstrated a high potential for advancement to management/leadership positions will be selected for the NAVSUP Corporate Management Development Program (CMDP). The primary purpose of the CMDP is to develop leaders who will enable NAVSUP to operate as a high performing organization that delivers combat capability through logistics. The CMDP is composed of two tracks, CMDP I for permanent GS-11s and GS-12s, and CMDP II for permanent GS-13s and GS-14s. **This announcement pertains to the CMDP II track only.**

While CMDP II members remain in their current positions, they are expected to participate in wide-ranging, career-broadening work experiences and training opportunities. This is an 18-month competency-based leadership program designed to develop senior-level employees into more effective leaders. The program is fully funded by NAVSUP Headquarters and affords the GS-13 members opportunities for referral for promotion as they become available through normal recruitment processes.

CMDP II requires the expenditure of a significant amount of time and money. Applicants can expect to be away from their offices, and potentially on TDY, for about 9 months during the program and are expected to do work on their own time as needed. Applicants should take this into serious consideration and should apply for the program only if they are fully committed to completing all requirements and have complete management support.

Developmental requirements for CMDP II members center around successful completion of United States Department of Agriculture's (USDA) Executive Potential Program (EPP). The EPP

is a 12-month program, based on leadership competencies and practices that teach essential leadership skills through classroom instruction, discussions, group exercises, learning teams, independent studies, and practical experience. CMDP II members will have 12 months starting from the beginning of the EPP Orientation to successfully complete all requirements of the EPP program, plus an additional 6 months as necessary to complete the NAVSUP-required training.

The EPP requirements have been modified to the extent that one 60-day developmental assignment and one 120-day developmental assignment will be required for CMDP II, vice the two 60-day developmental assignments normally required for EPP. In addition to EPP, members will be required to attend the National Security Decision-Making Seminar (NSDM) and the Advanced Management Program (AMP) during their 18 months in the CMDP II program.

AMP is a three-week course held at the Navy Supply Corps School (NSCS) in Athens, GA. It is designed for officers and civilians with significant responsibility and outstanding records of achievement. AMP is a forward-looking program that prepares experienced middle and upper middle level managers for the leadership challenges of the twenty-first century. It incorporates workshops and traditional learning to develop key competencies necessary for higher levels of strategic leadership and management. Advanced Management development is a process, which begins with the identification of competency gaps, proceeds through self-paced and group learning, and culminates in practice and application. AMP educates middle level managers (O5/O5 select, GS13/GS14) in such core areas as Cost Management, Organizational Management, and Operations Management. The course challenges participants to assess their abilities and knowledge in these core areas, offers a broadened business vocabulary, and gives them a developing tool set for use in the workplace. The class begins with a social/team building gathering and culminates in a final presentation to a VIP panel. The class is divided into teams. Each team is assigned to focus on an appropriate problem that exists in their areas of interest. More information can be found at: <https://www.nscs.cnet.navy.mil/amp/8a.asp>

The NSDM Seminar is an executive development program uniquely designed for the CMDP II participants. Major emphasis is placed on the preparation of civilians for high-level major staff and leadership assignments. Selection of concepts and materials is predicated on the belief that an effective, senior-level executive does not apply discrete disciplines, but rather synthesizes many disciplines relevant to different situations. Moreover, the appropriate point of view is an integrative one that seeks a balanced use of reasoning based on both an academic and professional foundation. For this reason, the NSDM Seminar employs a multi-discipline approach, synthesizing selected concepts from economics, political science, strategy, operations research, leadership, management control, and related disciplines. All instruction seeks to utilize the broad experience of the participants and focuses on making and implementing critical strategic level decisions within the national security environment. The principal methodology of the NSDM Seminar emphasizes learning in a seminar environment. Concepts are studied and applied to cases representing real and complex issues. Cases offer a unique opportunity for parallel learning. A single case can explore a critical issue or concept and, at the same time, allow application of appropriate decision making frameworks.

Areas selected for special attention are:

- The changing economic, political and military environments affecting national security.
- Major joint military force planning concepts, issues and choices with application at the strategic level.
- The structure and process for planning and programming joint military forces and the interface of that process with the federal budgeting process.
- Political, organizational, and behavioral influences on national security decision making and implementation.

Some requirements may be waived for any CMDP II member who has completed the EPP, AMP, or NSDM in the past five years.

The major components of CMDP II are as follows:

A. EPP

- | | |
|--|---|
| 1) Orientation Session | 1 week (14-19 Mar 04) |
| 2) Core I | 1 week (13-19 Jun 04) |
| 3) Core II | 1 week (14-19 Nov 04) |
| 4) Graduation Week Activities | 1 week (13-18 Mar 05) |
| 5) Leadership Effectiveness Inventory (LEI) | |
| 6) Leadership Team Projects | |
| 7) Developmental Assignments | (One 60-day and one 120 days in length) |
| 8) Shadowing Assignment with high-level official | (3 days) |
| 9) Senior Executive Interviews (Minimum of 5) | |

B. NAVSUP-Required training

- | | |
|--|----------------------|
| 1) National Security Decision-Making Seminar | 2 weeks (Apr/May 05) |
| 2) Advanced Management Program at NSCS | 3 weeks (Jun 05) |

C. Opportunity for job referral for GS-13s upon successful completion of all elements of the program.

D. 12 graduate credits earned through Thomas Edison State College upon successful completion of EPP.

The first 4 weeklong EPP sessions focus on leadership development needs and the techniques and tools for practicing the leadership competencies of OPM's Executive Core Qualifications (ECQs). During these sessions, formal and informal discussions take place in the evening. During the Core I and II sessions, participants visit government agencies, corporations, universities and

non-profit organizations and discuss best practices with industry leaders. Members must schedule developmental assignments, shadowing assignments and interviews around their schedules and required training.

The 12 graduate credits through Thomas Edison State College (www.tesc.edu) may be applied to a Master of Science in Management degree or a graduate certificate in Public Service Leadership at Thomas Edison upon successful completion of EPP. Thomas Edison is a pioneer in adult distance learning and is one of the Nations Top 20 providers of advanced study. Thomas Edison is fully accredited and highly regarded in the university community. More information on graduate credits earned with EPP is included in this announcement.

A detailed schedule of CMDP events and timelines will be included in the CMDP II Program Handbook provided to each member upon selection to the program. To find out more about EPP, please go to <http://grad.usda.gov/>, click on Leadership Development Academy from among the choices on the right and click on Executive Potential Program. The EPP begins on 14 March 2004 and concludes on 18 March 2005. The CMDP II program concludes on 22 September 2005.

II. SELECTION PROCESS:

Selection for CMDP II will be made in accordance with merit principles and procedures. Selections are made by local Command selection panels and forwarded to the NAVSUP Civilian Executive Advisory Board (CEAB) for final review, selection and submission to the NAVSUP Executive Director, who gives the final approval. Applications are then submitted to the USDA Graduate School to enroll each member in USDA's Executive Potential Program (EPP).

The application forms and information requested will be used to determine eligibility and consideration for the CMDP II program. It is essential that information be accurate and timely to be considered for the program.

III. APPLICATION PROCESS:

All of the requested forms must be submitted by the applicant to the local command by the Announcement closing date, **14 Nov 2003**, to be considered. NAVSUP headquarters applicants should submit applications via their chain of command to NAVSUP 33B by **14 Nov 2003**.

Please submit (1) a signed and dated resume;, (2) a Command-endorsed CMDP II application, (3) a copy of your last annual performance appraisal, (4) a signed NAVSUP Code 33 Authorization Statement, and (5) an Application Form Supplement for FY04, making sure that all information is correct and all required signatures have been obtained. For Field Activity applicants, you will submit your application package in accordance with local command guidance

to obtain a command appraisal of the CMDP II Application Package. Your command will then rank all applications from your command to determine which ones to forward to Headquarters. Your command will then forward those applications selected with their ranking annotated to the: Workforce Policy and Planning Division (SUP 33), Attention: Ms. Patricia A. Guest, SUP 33B, P.O. Box 2050, 5450 Carlisle Pike, Mechanicsburg, PA 17055-0791. Supporting documentation will become the property of SUP 33B and will not be returned.

Application packets must be received by NAVSUP 33B from the ranking panels at the Activities and Headquarters no later than 10 Dec 2003 in order to be considered.

All candidates will be rated against the various factors of the CMDP II Application Package based on experience, training, and Supervisory/Deputy Commander/CO appraisal. Applicants will be notified by 4 Feb 2004 of selection or non-selection.

The action officer to whom questions should be addressed is Ms. Linda Erb, SUP 33B1. She can be reached by e-mail at Linda.Erb@navy.mil and by phone at DSN 430-7313 or COM (717) 605-7313.